



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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**Selectmen's
Meeting Minutes
Tuesday, August 19, 2014
Room 201, Town Hall
Time: 7:00 pm**

Present: Chair William Cranshaw, Selectman David Gavin, Selectman Jason Kreil, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Admin. Assistant Becky Mosca.

(This public meeting was recorded).

Pledge of Allegiance

Public Comments – none

Acceptance of Minutes of July 8 & 22, 2014 and August 5, 2014

A motion was made by Selectman Gavin to approve the minutes of July 8, 2014 as amended. Second by Selectman Cranshaw. Vote 3-0. Motion approved

A motion was made by Selectman Gavin to approve the minutes of July 22, 2014 as shown. Second by Selectman Kreil. Vote 3-0. Motion approved

A motion was made by Selectman Gavin to approve the minutes of August 5, 2014 as amended. Second by Selectman Kreil. Vote 3-0 Motion approved

List of Correspondences (mail to the Selectmen's Office for August 19, 2014).

- a) Town Clerk's monthly report, July 2014
- b) Fire Department monthly report, July 2014
- c) Library monthly report, July 2014
- d) Assessing Department monthly report July 2014
- e) Council on Aging report, July 2014
- f) DPW monthly report, July 2014
- g) Letter from resident, Kathy Cormier, regarding the BOS meeting of July 8, 2014
- h) Public meeting notice, CPC dated August 6, 2014
- i) CPC timeline for proposals

- j) Resignation letter from Diane Dahill, from CPC dated August 7, 2014
- k) Legal, update from BB& M, TOWN OF MAYNARD – SKYLIGHT LLC
- l) Notice from the ABCC, advisory on Farmer Winery Authorization, Aug 7, 2014
- m) Resignation letter from Selectman Brendon Chetwynd, dated August 8, 2014
- n) Public meeting notice, EDC, dated August 12, 2014
- o) List of Boards & Committee members that need to be sworn in dated 8/7 & 8/14
- p) Maynard Dog License issue, for a 2014 license, Ed Warren.
- q) Public meeting notice, Planning Board, dated 8/12/2014
- r) Notice Dog Park set to open Saturday, August 9, 2014
- s) Copy email from Jack MacKeen, CPC, project to look at Coolidge School
- t) Email, from Elizabeth Milligan, “Request for it to be read aloud at BOS meeting”
- u) Public meeting notice, EDC, dated August 19, 2014
- v) Event, list from Assabet Valley Chamber schedule through October 1, 2014
- w) August 28, 2014, 495/Metrowest Employer Forecast Forum
- x) Resignation letter from Mike Chambers effective September 1, 2014, CPC & Recreation.
- y) Public meeting notice, CPC, dated August 20, 2014

A motion was made by Selectman Cranshaw to accept the list of correspondences a thru y as shown. Second by Selectman Kreil. Vote 3-0. Motion approved.

Consent agenda

- a) Request for Special One-Day Event, Pleasant Café, Maynard Fest, Sept 27, 2014

A motion was made by Selectman Gavin to approve the consent agenda as shown. Second by Selectman Kreil. Vote 3-0. Motion approved.

Boys & Girls Club, Road Race, Special One Day Liquor License at This event. Saturday, September 13, 2014. Representative from the Boys & Girls Club, Wendy Allegrone-Leslie

A motion was made by Selectman Cranshaw to approve a special one-day Beer and Wine License # ODL15-BGCAV-091314 at the end of the Road Race finish line area. Second by Selectman Gavin. Vote 3-0. Motion Approved.

7:15 pm Public Hearing, Change of Manager Halfway Café

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138, as amended that a Public Hearing will be held Tuesday, August 19, 2014 at 7:15 P.M. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building on the application for a Change of Manager at the Halfway Café, Inc., d/b/a, Halfway Café’, 51 Main Street, Maynard, MA.in regards to their All Alcoholic Beverage License. Copy of application is on file in the Municipal Services / Licensing Division office.

Hearing opened at 7:15 p.m.

Anthony Fantaroni and John Grasso, from Halfway Café appeared before the Board to request the change of Manager at the Halfway Café in Maynard.

A motion was made by Selectman Cranshaw to approve the manager change at Halfway Café, Inc. d/b/a Halfway Café to Manager, Anthony Fantaroni at 51 Main Street Maynard MA. Second by Selectman Gavin. Vote 3-0. Motion approved.

Hearing closed at 7:28 p.m.

Review and approve the Boys & Girls Club request for Additional Funds.

Wendy Allegrone-Leslie, Executive Director of the BGCAV in attendance sent in request via letter dated August 13, 2014 requesting the following:

RE: B& GCAV request for Community Development Block Grant (CDBG) Allocation

The Boys & Girls Club of Assabet Valley has seen a marked increase in the number of youth we are serving. Included in this increase of children from low and moderate-income families.

The proposed activity for the Youth Program (3 year with reevaluation with the Town at the end of third year)

A motion was made by Selectman Cranshaw to approve the agreement between the Town of Maynard and Boys and Girls club of Assabet Valley, to fund Youth Development Program with the Community Development Block Grant funds, Year 1 (October 1, 2014) in the amount of \$20,000.00, Year 2 (October 1, 2015) in the amount of \$20,000.00 and Year 3 (October 1, 2016) in the amount of \$15, 000.00 for TA to work the details out with BGCAV and to authorize TA to sign agreement. Second by Selectman Gavin. Vote 3-0. Motion approved.

Set Fall Special Town Meeting

A motion was made by Selectman Cranshaw to approve the Special Town Meeting for OCTOBER 27, 2014 at 7:00 p.m. and FOWLER_SCHOOL AUDITORIUM AS THE LOCATION. Second by Selectman Kreil. Vote 3-0. Motion approved.

Cemetery Policy Discussion with Chris Okafor:

Chris Okafor presented the memorandum dated August 14, 2014 RE: Summary of Grave Lots Availability at Glenwood Cemetery, the following information for grave and lot availability in the old cemetery (top) there are no lots available lots or graves for sale. There are graves that have been sold but do not have anyone buried. In the new section, Sections 00-04, are completely sold, Section 5 – 27 show varying amounts of grave lots available, this total out to 900 plus graves available. ATA, Andrew Scribner-MacLean said if 20 to 25 single burials happen per year we would have enough lots/ grave for better than 25 years. After review of the information, Board agreed to make a motion.

A motion was made by Selectman Cranshaw to allow cremation, single and double lot sales to Maynard residents only. Second made by Selectman Gavin. Vote 3-0 Motion approved.

Draft of the rules and regulation dated August 2014, Board ask that they be review by legal and Veterans agent.

Policy on Adjustments for prior use of Water and Sewer.

In most instances, adjustments to water and sewer usage charges will apply to a period not exceeding the prior 36 months. This policy applies to abatement applications, instances where additional fees are being sought by the town for past usage not previously billed, and instances where additional fees are being sought by the town for past usage incorrectly billed.

The time limit for additional fees being sought by the town for past usage not previously billed applies only when the Board of Selectmen determines that there was some responsibility by the town in the failure to bill for the water and sewer usage. There is no time limit in cases of intentional avoidance of fees by the customer.

A motion was made by Selectman Cranshaw to approve the Policy on Adjustments for Prior Use of Water and Sewer dated August 15 2014. Second by Selectman Gavin. Vote 3-0. Motion approved.

Policy Guidance on Abatements for Substantial Leaks and Floods

The Board of Selectmen may authorize abatements of water and sewer fees in the event that a customer experiences a substantial increase in water consumption due to catastrophic flooding events or due to leaks or breakages in an exterior water line. A substantial increase in water consumption shall be deemed to occur when a quarterly water/sewer bill is in excess of twice that typically expected, based on prior usage patterns for a similar billing period.

Abatement will be granted in those cases where the Board of Selectmen finds that a good faith effort was made to promptly end the excess water flow. Abatement on sewer fees will be granted where the Board of Selectmen finds that the water flow would not have entered the wastewater treatment system. The abatement allowed will be as follows:

1. There will be no sewer fees charged for the excess water flow, and
2. The excess water flow will be billed at the initial step of the water rate block fee schedule.

The calculation of excess water flow will typically be based on the difference between measured flow and a three-year average flow for a similar billing period.

For the purposes of this policy, the following definitions apply:

“Exterior water line” shall mean potable water line on the property that is exterior to or within the foundation of the building.

“Catastrophic flooding event” shall mean a leak of potable water lines interior to the building, which occurs suddenly and results in damage to property, clean-up, and repair totaling in excess of \$500.

A motion was made by Selectman Cranshaw to approve the Policy Guidance on Abatements for Substantial Leaks and Floods dated August 15, 2014. Second by Selectman Gavin. Vote 3-0. Motion approved.

Presentation of the Adams Art Grant (Eric Wing)

Report of the grant for marketing the arts in Maynard:

Program Objective develop monthly arts programming that will enhance community identity as an art destination, generate downtown activity promote involvement provide a draw and highlight local artists. Approach and build on existing Artspace “Second Saturdays” Create an annual Event Card to promote monthly events professional marketing of events. Program branding (iheARTmaynard) website will be the program nucleus with each event to provide promotional material opportunities. Next steps recommended to be for Town to plan to hire an outside (firm or consultant) to implement. Eric Wing will also present the report to our new EDC.

Ratification of Collective Bargaining Agreements

A motion was made by Selectman Cranshaw to approve the Agreement between the Town of Maynard and Massachusetts Laborers’ District Council in behalf of Public Employees Local Union 1156 of the Laborers International Union of North America from July 1, 2014 thru June 30, 2016. Second by Selectman Gavin. Vote 3-0. Motion approved.

A motion was made by Selectman Cranshaw to approve the agreement between the Town of Maynard and the Massachusetts Laborers District Council in behalf of Public Employees Local Union 272 Maynard Professional Personnel of the Laborers’ International Union of North America term July 1, 2014 through June 30, 2016. Second by Selectman Gavin. Vote 3-0. Motion approved.

Community Preservation Committee Proposal ideas

- Town Hall display Case
- ARRT Project

A motion was made by Selectman Gavin to approve the TA and ATA to process the CPC preliminary application for the (2) project proposed. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Economic Development updates

- Walgreen leasing/ selling building it is with marketing firm.
- Church Property is for sale at the triangle at Main /Summer Street
- Waltham Street Demo is down, now in the clean-up stage.
- Planning Board received a site plan for Waltham Street property and will set up agenda/meeting date soon
- EDC had its second meeting today – great group, very happy to have Rep Kate Hogan on board with her insight – now wants someone from Town to be on the new Edge Community Commission. It is a new concept in the works.
- Capital Group – no news

TA Report

- Downtown Parking lot – Sealcoating completed – restriping of lots adding back in the Electrical Car Charging Station
- Final cap on retaining wall will be going out next week.
- Lights from old parking garage are being reused around the Downtown area.
- Priscilla Cotter reached out to us to offer to paint the wall at the former deck.
- MMA/ MMPA = salary survey data has been submitted.
- 2015 State budget for the ARRT Construction is \$4.5 million
- Cemetery Mapping project (beta testing currently) should be ready for September 1, 2014
- School building issue – meet with Dr. Gerardi and Pete DiCicco offered feasibility, CTP space and other spaces. Dr. Gerardi shared his vision of a plan. For cost reasons for this short-term (3 to 5 year) plan it is not bad vs a 1 year lease. In 3 years from now, we should be in a different place.

(Gavin asked if we could meet with the Historical Commission about the Coolidge building).

- Also, per the BOS asking us to get Special Council for the Capital Group project. We need to find a funding source to either pay for the added use with article or reserve fund.

Chair:

- Question to Board; the notice Becky set up with liaisons, do you want to use that one or should we let the boards know we are the liaison? Board agreed to use the notice.
- CPC, is short a couple of members, is this going to be a problem? TA, indicted committee still has quorum and we have reached out to a couple of residents.

Selectman Kreil: None

Selectman Gavin:

- Will get back to the Naming of Public Places for next meeting

A motion to adjourn the meeting was made by Selectman Gavin. Second by Selectman Cranshaw.
Vote 3-0 Motion approved.

Time: 10:20 pm

Approved: _____

Date:

Jason Kreil

Selectman, Jason Kreil, Clerk

Initials: BJM